

**THREE LAKES EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS MEETING
September 10, 2018**

1. Opening of Meeting

A. Call to Order

Jamie Sowers called to order the Three Lakes Educational Cooperative Board of Directors meeting at 6:30 p.m. on Monday, September 10, 2018 at the Three Lakes Cooperative office in Lyndon.

B. Roll Call

The following individuals were present:

Julie Spielman, Board representative, USD 287
Mike Pitts, Board representative, USD 420
Eric Ratzloff, Board representative, USD 421
Randy Boudeman, Board representative, USD 434
Billie McClure, Board representative, USD 454
Jamie Sowers, Board representative, USD 456
Dr. Kathy Mickelson, Director
Michele Luksa, Assistant Director
Laura Hogelin, Board Clerk

C. Approval of Agenda

Eric Ratzloff made the motion to approve the agenda as presented. Motion was seconded by Randy Boudeman and it passed 6-0.

2. Consent Agenda

- A. Approval of Minutes
- B. Approval of Financial Summary and Treasurer's Report
- C. Approval of Warrant Register/Payables
- D. Approval of Personnel Changes
- E. Approval of PDC Plans and Points

Personnel changes were reviewed with the board. At this time, there are 15.8 open positions however, these will be filled only as needed. The pool of paraeducator applicants has declined and TLEC is currently advertising.

F. Approval of Consent Agenda

Randy Boudeman made the motion to approve the consent agenda as presented. Motion was seconded by Mike Pitts and it passed 6-0.

3. **Financial Information/Discussion**

A. Financial Reports

Board members reviewed the three year history report, revenue and expenditures for August, cash summary report and the budget summary of funds. Dr. Mickelson noted the contingency line which has been added to the 2018-19 budget.

4. **District Consultation**

A. Board Policy Updates

KASB has recommended adoption of new policies. These policies were reviewed with the board. Motion was made by Randy Boudeman and seconded by Mike Pitts to approve the new policies as presented. Motion passed 6-0.

B. Indicator 13

Dr. Mickelson reported that all districts were found to be compliant on Indicator 13 (Secondary Transition).

C. USD 434 Substitutes for TLEC Staff

Last year, USD 434 began using Kelly Services to secure both classified and certified substitutes for all employees in their district. Kelly Services charges a 35% administrative fee. Last year USD 434 agreed to bill TLEC only for the cost of the substitute and not for the administrative fee. This year, USD 434 has asked to also be reimbursed for the 35% administrative fee. Dr. Mickelson reviewed the process each school building uses to contact and hire substitutes for TLEC teachers and paraeducators. Board members discussed various options to remedy this situation fairly for both staff and districts. Motion was made by Jamie Sowers and seconded by Eric Ratzloff to continue to use Kelly Services and pay the 35% administrative fee to USD 434 for the first semester while exploring other options to consider in December. Motion passed 4-2 (Spielman and Pitts - no).

D. SPED Services Minutes

SPED services minutes were reviewed. Dr. Mickelson noted that 48 students on IEP's have moved in and 48 students have moved out since

the start of the school year. This information will be helpful when talking with staff about filling open paraeducator positions. Dr. Mickelson will update this sheet on September 20th our official headcount day.

E. USD 434 Letter to Board

USD 434 has submitted a letter to TLEC administration expressing their desire to depart from TLEC and implement a district SPED program. How this process might work was discussed at length. Dr. Mickelson noted that KASB can provide guidance however, both the USD 434 board and the TLEC board need to agree that KASB can represent both parties. There will be costs for these legal services. This will be a lengthy process and there are statutes that must be adhered to. USD 434 will need to present a plan to the KSDE board.

Jamie Sowers made the motion that the TLEC Board of Directors acknowledges the receipt of USD 434's letter of notification to withdraw from TLEC. The USD 434 letter of notification serves as Santa Fe Trail's petition to withdraw. The withdrawal process will be followed as outlined in Kansas statutes. Motion was seconded by Randy Boudeman and it passed 6-0.

5. **Superintendent/Board Member Discussion Items**

A. Interlocal Agreement Review

The board will begin review of the Interlocal Agreement and submit any recommended changes to Dr. Mickelson. At a later date, KASB will assist in reviewing and rewriting the agreement.

B. USD Medicaid Funds

Districts submit and receive Medicaid funds based upon expenses generated by TLEC staff. When overpayment occurs, the state recoups this money by withholding Medicaid funds from TLEC fee-for-service until the amount is paid in full. Currently over \$9,000 in district penalties are being imposed upon TLEC. Since the majority of these funds are generated by TLEC staff, Dr. Mickelson recommends they be returned to TLEC allowing districts to retain an administrative fee. Dr. Mickelson will present a proposal for the board to consider and vote on in October.

6. **Executive Session**

A. Matters Relating to Student Issues – Executive Session

No executive session was held.

B. Personnel - Executive Session

- *Extended leave for certified staff member*

Motion was made by Eric Ratzloff to go into executive session at 8:40 p.m. for a period of time not to exceed five minutes for the purpose of discussing personnel issues related to non-elected personnel. Justification of the executive session is to protect the privacy interests of the individual(s) to be discussed. The meeting will return to open session at 8:45 p.m. in the board room. Motion was seconded by Randy Boudeman and it passed 6-0. No action was taken.

C. Negotiations - Executive Session

- *Select negotiations date*

Motion was made by Eric Ratzloff to go into executive session at 8:46 p.m. for a period of time not to exceed ten minutes for matters relating to employer-employee negotiations. Justification of the executive session is to protect the cooperative's right to the confidentiality of its negotiating position and the public's interest. The meeting will return to open session at 8:56 in the board room. Motion was seconded by Billie McClure and it passed 6-0. Dr. Mickelson will contact the teacher's negotiating team with potential meeting dates of September 24, September 26, October 1, and/or October 3 with a start time of 6:30 p.m.

Adjournment

Randy Boudeman made the motion to adjourn the meeting at 9:05 p.m. Motion was seconded by Jamie Sowers and it passed 6-0. The next regular board meeting will be held **Monday, October 8, 2018, at 6:30 P.M. at the Three Lakes Educational Cooperative office in Lyndon.**

Laura Hogelin, Clerk

_____ Approved

____X_____ Unapproved 9-10-18